



**REVISED APPROVED MINUTES**  
**SUNNYVALE HOUSING & HUMAN SERVICES**  
**COMMISSION**  
**OCTOBER 25, 2006**

The Housing & Human Services Commission met in a regular session in the Annex Conference Room II at 650 W. Olive Ave., Sunnyvale City Hall, Sunnyvale, CA 94086 on October 25, 2006 at 7:07 p.m. with Chairperson James Callan presiding.

**ROLL CALL**

**Commission Members Present:** Chair James Callan, Vice Chair Timothy Persyn, Commissioners Ann Andersen, Micki Falk, Damon Kali and Charles Keeler

**Commission Members Unexcused Absent:** Commissioner Patrick Meyering\*

*\*Revision: Please see the HHSC Minutes of December 12<sup>th</sup> for the Commissions' decision to note Commissioner Meyering's absence as excused.*

**Commission Excused Absent:** None

**Staff:** Annabel Yurutucu, Housing Officer; Ernie DeFrenchi, Affordable Housing Manager; and Victoria Chambers, Housing Senior Office Assistant

**PUBLIC ANNOUNCEMENTS**

None

**CONSENT CALENDAR**

A. Excused/Unexcused Absences

The Commission discussed Legislative Policy 7.2.12 regarding Board and Commission meeting attendance. After a review of the policy, the Commission determined that Commissioner Meyering's absence was not excused.\*

*\*Revision: Please see the HHSC Minutes of December 12<sup>th</sup> for the Commissions' decision to note Commissioner Meyering's absence as excused.*

B. Approval of the September 20, 2006 Minutes

Vice Chair Persyn suggested breaking down the paragraph on page five, the motion to revise CDD-40, into three sentences.

Chair Callan stated that "Commission Persyn" should be changed to "Vice Chair Persyn." Four corrections were made.

**Commissioner Keeler made a motion to approve the Draft Minutes of September 20, 2006 as amended. Commissioner Andersen seconded.**

**Motion carried 6 – 0 with Commissioner Meyering absent.**

### **CITIZENS TO BE HEARD**

None.

### **PUBLIC HEARINGS/GENERAL BUSINESS**

#### **A. Discussion of Outside Group Funding Request for Proposal (RFP) Process/Timeline**

The Housing Officer provided background on the Outside Group Funding (OGF) process and explained that FY07/08 begins a new two-year cycle for OGF contracts. Before the first year of the two-year cycle, the City requests new proposals from outside groups. The proposals requested in December will be considered for FY07/08 and FY08/09 funding.

The revisions to the Outside Group Funding process included the Commission's review and recommendations to Council on priority funding needs that have been identified.

The 2005-2010 Consolidated Plan identified public service needs that were relevant at the time of the preparation of that document. Economic or social influences can cause these needs to change. The modified process provides the Commission the opportunity to make recommendations to Council on considering some public service needs that have not been funded in the past.

Staff reviewed the proposed timelines, similar to successful timelines in the past, for the upcoming OGF process. The Housing Officer requested comments from the Commission on the draft FY07/08 schedule, so that staff may proceed in finalizing the schedule.

Commissioner Falk asked if the Commission would be making visits to the agencies. Chair Callan stated that it was a possibility. The Housing Officer explained that staff perform a field audit of the agencies, but that former Commissions have visited sites in the past providing a better understanding of the services that are provided. Also mentioned, the former Commissions had a Commissioner attend Council meetings, and then report highlights to the Commission.

#### **B. Discussion of Revised Work Plan for 2006 and Draft Work Plan for 2007**

The Work Plan was briefly discussed and some minor changes were recommended.

**Commissioner Falk made a motion to approve the 2006 Work Plan as amended. Commissioner Kali seconded.**

**Motion carried 6 – 0 with Commissioner Meyering absent.**

### **C. Ranking of Continuing and New Study Issues for Recommendation to Council**

The Commission stated their individual rankings of the study issues. A discussion about the study issues ensued.

Commissioner Falk felt that the reason for CDD-20, Revising BMR Program to Allow BMR-Unit Owners to Build Greater Home Equity, being made a study issue was for invalid reasons. Discussion about the Below Market Rate Home Ownership program followed.

Vice Chair Persyn stated that a Commissioner may also make a motion to drop study issues.

Commissioner Falk felt that CDD-42 also should be dropped, as there are services available to help people suffering from mental health issues; however, Commissioner Keeler felt that sufficient care for people suffering from mental health issues is not obvious to the residents.

Vice Chair Persyn suggested dropping both CDD-20 and OCM-03 as they were ranked low by the commission members. Chair Callan asked if any Commissioner has an objection to the recommendation that the Commission consider dropping CDD-20 and OCM-03. No objections were made.

The Commission decided to suggest deferring study issues CDD-20 and OCM-03, and ranked the following study issues: CDD-13 number 1, CDD-7 number 2, CDD-42 number 3, and CDD-29 number 4.

The Housing Officer stated that the Commission could make additional comments to be included with the ranking numbers.

**Vice Chair Persyn made a motion that the Commission recommend the top four study issues to the Council for study and that those ranked five and six be dropped and not be recommended to the Council as study issues. Commissioner Falk seconded the motion.**

**Motion carried 6 – 0 with Commissioner Meyering absent.**

**Chair Callan made a motion that the Commission would like the Council to know that the study issues ranked 1-4 were considered of great importance, and the numerical difference in the rankings of those four was slight.**

**Motion carried 6 – 0 with Commissioner Meyering absent.**

**D. Discussion and recommendation to Council on priority funding needs for Human Services in Sunnyvale**

The Housing Officer stated that Agenda Item D relates to what was noted in Agenda Item A as far as identifying priority service funding needs.

She discussed what types of things should and/or could be identified as priority service needs and made references to the relevant tables from the Consolidated Plan.

Chair Callan asked if there is an agency that offers certain services to the homeless, including access to shower facilities and computers for purposes of job searching and communication. He mentioned there have been pilot programs for homeless people who have difficulty checking on job leads and ways of being contacted by interested companies.

The Housing Officer stated she believes the Community Technology Alliance offers similar services to assist homeless people in preparing for job searching. However, there is not currently an agency in Sunnyvale that offers hygiene facilities.

The Housing Officer gave the example that in another city, although there were youth programs, there was an issue that there were not adequate after-school youth programs for tutoring. That city's council directed a certain percentage of funding that would have been allocated toward public services specifically toward after-school youth tutoring programs instead. The Housing Officer stated that the Commission could do something similar: identify a need to bring to Council's attention for funding priority.

Vice Chair Persyn asked if there are after-school programs offered at the Columbia Neighborhood Center. The Housing Officer affirmed that there are. Vice Chair Persyn asked if they are adequately funded. The Housing Officer stated that the school district is responsible for administering tutoring programs, but is not sure whether or not there is a greater need for those programs.

Chair Callan inquired as to the type of information the Council is looking to receive, as the Commission was asked for a recommendation to Council on priority funding needs for human services in Sunnyvale.

The Housing Officer stated that this is the first time that the Commission has been asked to review and make suggestions on this topic to Council. Specific or general suggestions could be made.

Discussion ensued about what information the recommendations could be based on and how the recommendations could be presented to the Council. The Housing Officer stated that statistics within Consolidated Plan could be used as a source and recommendations could be based on that information as well as from current needs of which the Commissioners are aware.

Commissioner Falk stated that other schools in addition to Columbia Middle School in the area may need funding for after-school programs. The Housing Officer clarified the City generally does not fund schools or programs in schools. The funding that the Columbia Neighborhood

Center receives is for support to the residents in that area and for children from schools other than the Columbia Middle School for counseling programs.

Vice Chair Persyn mentioned that in the last funding cycle it seemed there was not very much funding allocated toward after-school programs. This is an area in which funding could be increased. The Housing Officer listed various programs the City currently funds for after-school programs.

Commissioner Falk asked if senior services are adequate in Sunnyvale. The Housing Officer named various programs that support senior citizens.

Chair Callan asked if shelter facilities are available for periods of one or more months. The Housing Officer named the shelter programs that the City currently funds, some of which are Cupertino Community Services, the Emergency Housing Consortium, the Bill Wilson Center, and the Support Network for Battered women.

The Housing Officer asked, in addition to youth services and after-school programs, which other programs would the Commission like to receive information.

Commissioner Keeler would like information on mental health programs and services. The Housing Officer stated some agencies provide counseling services, which would support this activity, and information could be provided on who is funded and what age groups are served.

Vice Chair Persyn stated that funding toward groups that assist residents of various ethnicities in transitioning to the American culture could be identified as a separate category. The Housing Officer mentioned that Project Sentinel could possibly provide a diversity ombudsman or community engagement type of service for new residents.

Staff will prepare a report for the November meeting to include statistics of current funding and on suggested priority service funding needs.

#### **NON-AGENDA ITEMS AND COMMENTS**

- Commissioners Oral Comments

None.

- Staff Comments

None.

#### **INFORMATION ONLY ITEMS**

The Housing Officer mentioned the upcoming Visioning Festival, which is an event meant for the community to give input about areas in which the City could focus on in the next ten years. This event will assist in driving the revisions to the City's General Plan.

**ADJOURNMENT**

Chair Callan adjourned the meeting at 8:50 PM.

Respectfully submitted,

Annabel Yurutucu  
Housing Officer